

**THE NORTH HAVEN BOARD OF EDUCATION
5 LINSLEY STREET
NORTH HAVEN, CONNECTICUT**

MINUTES

Date: May 9, 2013
7:00 p.m.

THIS MEETING WILL TAKE PLACE AT NORTH HAVEN HIGH SCHOOL, LIBRARY, NORTH HAVEN , CT 06473

Attendance at this REGULAR Meeting: Anita Anderson, Wesley O'Brien, Carole Franceschet, Alicia Clapp, Bryan Bogen, Jennifer Caldwell, Matthew Kerzner, Randi Petersen, Goldie Adele, Kristine Carling, Business Manager, Melinda McKenna, Director of Curriculum and Instruction, and Robert D. Cronin, Ph.D., Superintendent of Schools

Mrs. Anderson started the meeting stating that the 2012-2013 budget was not discussed in the Finance and Operations Meeting, therefore it is being removed from the Consent Agenda to be discussed during the Board of Education Meeting.

1. Consent Agenda

- a. Approval of the Minutes of April 11, 2013

Moved: To approve the minutes of April 11, 2013

Approved

MOVED: Jennifer Caldwell
SECOND: Goldie Adele
AYE: 9
NAY: 0
ABSTAIN: 0

Items Removed from Consent Agenda:

- a. Approval of the 2012-2013 Budget

Action Item

2. Chairman's Report

- Mrs. Anderson stated that the Board of Education was given a private tour by the Art Department of Art Beat. Mrs. Anderson reported that the student's artwork was wonderful. There was artwork from all students grades K-12.
- Mrs. Anderson and the Board of Education congratulated Dr. Dallai. Dr. Dallai was voted the Connecticut PTA High School Principal of the Year.
- Dr. Cronin, Kristine Carling and Mrs. Anderson had another meeting with the PTA presidents. They would like to do this on a more regular basis, possibly every 6-8 weeks. All attending thought this was a great idea to meet more regularly.

3. Budgets:

a. 2013-2014 Budget - Discussion

Dr. Cronin proposed the following regarding the 2013-2014 Budget:

<u>Position</u>	<u>Recommendation for 2013-2014</u>
High School Guidance Counselor	Replace
Elementary Librarian/Media Specialist	Replace
Special Education Pre-School Teacher	Replace
Special Education Teacher – Ridge Road	Replace
Special Education Teacher – High School	Replace
Special Education Teacher – High School	Replace
Speech/Language Pathologist	Replace
Transitional First Grade – Ridge Road	Replace – May be assigned to another grade
Program Coordinator/Business Education Teacher	Replace
High School Math Teacher	Replace
High School Science Teacher	Replace

<u>Position</u>	<u>Recommendation for 2013-2014</u>
High School Family and Consumer Teacher	Replace
Music Teacher	Do Not Replace
High School World Language Teacher	Do Not Replace
Program Coordinator/Art Teacher	Do Not Replace
Director of Adult Education/PowerSchool Coordinator	Do Not Replace
3 Paraprofessionals	Replace with 1.5 Paraprofessionals
Clerical	Do Not Replace
	Other Suggested Reductions
Grade 5 Teacher (Clintonville)	Do Not Replace
Grade 5 Teacher (Montowese)	Do Not Replace
Transportation Coordinator	Do Not Replace
Unit Leaders Stipends (Elementary Level)	Replace with lead teacher

Every Board Member was in agreement with this proposal with the exception of Alicia Clapp.

4. Report of Standing Committees

a. Finance and Operations

1. Approval of the Healthy Food Certificate

Moved: To approve the Healthy Food Certificate

Approved

MOVED: Alicia Clapp
SECOND: Bryan Bogen
AYE: 9
NAY: 0
ABSTAIN: 0

1. Discussion on Special Education Transportation- Currently, North Haven provides transportation to all four technical schools. The Board of Education agreed that buses would not pick students up at their homes, but instead, students would be picked up at one central location (i.e. church parking lot). Another option would be sharing transportation with other districts. There was further discussion regarding how many technical schools North Haven would provide transportation to. North Haven can limit the number of schools they will transport to. If a student decides to go to a technical school other than the two North Haven agrees upon, they will have to provide their own transportation.

Mrs. Anderson made the following motion:

Moved: to add an action item under Finance and Operations

Approved

MOVED: Wesley O'Brien
SECOND: Goldie Adele
AYE: 9
NAY: 0
ABSTAIN: 0

Moved: Approval of consolidating the Technical Education School students to be picked up and dropped off at one location for the 2013-2014 school year and thereafter. Approved

MOVED: Alicia Clapp
SECOND: Jennie Caldwell
AYE: 9
NAY: 0
ABSTAIN: 0

2. 2012-2013 Budget

Mrs. Carling reported the following:

- The salary account as of April 30, 2013 met the budgeted amount, and will continue to monitor the encumbering system to ensure the levels are properly maintained.
- Benefits: This group of expenditures overall is projected to have a surplus of \$483,000 mostly due to the fact that the rates were settled after the budget was prepared and settled at lower than anticipated rates.
- Anticipated legal services reflects a deficit of approximately \$75,000 in this account due to the many legal issues that are ongoing including contract negotiations for teachers and custodians.
- The property services expenditures expected to be approximately \$6,640 under budget primarily due to the negotiation of lower electricity rates with our provider.
- Transportation services anticipate a deficit of approximately \$31,000. The deficit is generated from special education transportation and vocational transportation offset by the savings in the two tier bus system.

- The Other Purchased Services expenditure group shows an anticipated surplus of approximately \$15,000. This line item was previously in a deficit due to the Tuition account for special education students attending out of district programs. The \$1 million deficit was offset by Excess Cost reimbursement. The State reimburses districts for qualified special education costs at a rate of 75% of costs.
- The Supplies and Materials expenditure group shows an anticipated surplus of approximately \$55,000 mostly due to negotiated gas rates being less than previously anticipated.
- Federal and State Grants - Each grant received by the North Haven Public Schools has specific spending criteria as stipulated under state funding requirements. Federal grant accounts labeled as "carry-over" funds must be expended by the end of this fiscal period or they will revert to the State Department of Education. At this point during the fiscal year we have received a portion of or excess cost reimbursement and expect to receive the remaining piece in May. In total we are anticipating that we will receive \$1.1 million in reimbursement. We have also received \$320,000 for Open Choice.
- Central Office has just received notice this past month of the effect on the district from the government sequester of federal funds. As Congress and the Senate could not agree on a plan, funds were cut off immediately to the recipients. The effects are a decrease of approximately 6% or \$50,000 of our federal grants in this fiscal year, and are reflected in the attached statement. In some instances, those expenditures that are associated with the cuts had to be brought back into the District's operating budget.
- The Cafeterial report is a detail of the cash receipts and disbursements and actual cash balances as of April 30, 2013. This fund is now being recorded on Munis.

b. Personnel

1. Approval of the resignation of Melissa Griffin, NHHS Guidance Counselor

Moved: To approve the resignation of Melissa Griffin, NHHS Guidance Counselor

Approved

MOVED: Jennifer Caldwell
 SECOND: Matthew Kerzner
 AYE: 9
 NAY: 0
 ABSTAIN: 0

2. Approval of an extended leave of absence for Christie Kehoe for the 2013-2014 school year

Moved: To approve an extended leave of absence for Christie Kehoe for the 2013-2014 School year

Approved

MOVED: Alicia Clapp
 SECOND: Bryan Bogen
 AYE: 9
 NAY: 0
 ABSTAIN: 0

3. Approval of an extended leave of absence for Sabrina Beaulieu for the 2013-2014 school year.

Moved: To approve an extended leave of absence for Sabrina Beaulieu for the 2013-2014 school year.

Approved

MOVED: Bryan Bogen
 SECOND: Carole Franceschet
 AYE: 9
 NAY: 0
 ABSTAIN: 0

c. Curriculum, Instruction and Planning

Mrs. Franceschet reported the following:

- Presentation by Annie Haynes, 9-12 Program Coordinator for Career Education, and the other by Karen Baptie 6-12 Program Coordinator for World Languages. Both coordinators addressed the three key areas in their respected programs, curriculum, instruction and professional development. The curriculum involved work by teachers on scope and sequence which is guided by the Connecticut Common Core and State Standards. This continues to be an ongoing process in both departments. Both programs have designed instruction that supports the District and School Improvement Plans. Professional Development allows the continuation of Scope and Sequence as well as the developments of units of study. Mrs. Franceschet stated that these were two outstanding presentations that gave impressive evidence of what is happening in our district in both Career Education and World Languages.
- Common Core Update – workshop was given at ACES by the State Department working to transition what assessment will look like next year. The shift is "slow and steady". The District is moving in the right direction, aligning curriculum with the common core.
- SEED Update – System for Educatory and Evaluation Development – a great deal of work is being done with ACES. Mrs. McKenna shared that the first training module for administrators who evaluate others has started. ACES will return to continue the training of our administrators. While ACES continue to be trained themselves, they will continue to train teachers and administrators.
- Field trip committee met on Monday, May 6, 2013. It is lead by Dr. Cronin and is made up of administrators, teachers, parents and some Board of Education members. The focus of this committee is to develop guiding questions. The committee will meet again on Monday, May 13, 2013 in the Board Room at 3:15 p.m.
- The next Curriculum, Instruction and Planning meeting will be Monday, June 3, 2013 at 9:30 a.m. in Dr. Cronin's office.

d. Policy Committee

Mrs. Caldwell made the following Motion:

Moved: to add motions under the Policy Committee

Approved

MOVED: Matthew Kerzner
SECOND: Anita Anderson
AYE: 9
NAY: 0
ABSTAIN: 0

Moved: to rescind the original bylaws

Approved

MOVED: Carole Franceschet
SECOND: Wesley O'Brien
AYE: 9
NAY: 0
ABSTAIN: 0

Moved: to move the student series (currently #9000) to 11000, and place #9000 as the newly adopted bylaws

Approved

MOVED: Matthew Kerzner
SECOND: Randi Peterson
AYE: 9
NAY: 0
ABSTAIN: 0

Mrs. Caldwell reported that there have been two Policy Committee meetings since the last Board of Education meeting, one was April 22, 2013 and the other was May 6, 2013. At the April 22, 2013 meeting Vince Mastaro from CAFE came and gave the committee an overview of the policy revision process. The committee also began work on the Community Relations Series (#1000). On May 6, 2013 the committee completed a review of the Community Relations series on May 6, 2013. Mrs. Caldwell stated that there are a couple of more items the committee needs to work on, one of them being the Booster Club, so the Athletic Director, Todd Petronio was invited to the next meeting and will begin reviewing that policy with him. Mrs. Caldwell reported that the newly approved Bylaws from CAFE have arrived, and will be distributed on May 20, 2013 at the Board of Education Workshop which will be led by Nick Caruso in order to complete the work on the Mission, Goals and Vision Series. Mrs. Caldwell has been receiving names of people interested in being on the Advisory Committee, parents, teachers, and students. Mrs. Caldwell hopes to have the first Advisory Committee Meeting sometime in June. Mrs. Caldwell reported that the committee is also beginning on the Series #2000 which is administration.

The next Policy Committee will be June 6, 2013.

5 ACES

Mrs. Clapp reported that today at ACES, Don Philips from the Lobby firm of Rome Smith came and spoke about the State and what they are pushing for as lobbyist, probably the most serious being transportation funding. Mrs. Clapp stated that ACES also won a Health Food Award from the State for \$,1000. Mrs. Clapp reported that the ECA Little Theater will be opening in September. She also stated that she had the opportunity of attending the play The Pirates of Penzance, and saw many, many talented students from North Haven.

6. North Haven PTA Council – PTA Council did not meet this month

Old News:

1. Adopt-A-School
 - Mrs. Clapp went to the 8th Grade Concert at the Middle School
 - Matthew Kerzner attended the Ridge Road Elementary School Parent/Teacher Basketball game.

7. Enrollment

8. Superintendent's Report

Dr. Cronin reported the following:

- Discussion on having half days of school the last week of school.

Moved: to add a motion to the agenda

Approved

MOVED: Jennifer Caldwell
SECOND: Goldie Adele
AYE: 9
NAY: 0
ABSTAIN: 0

Moved: to approve having half days of school the last week of school, June 24, 2013- June 28, 2013, and allow for early dismissal the week before in the event of a heat wave or excessive heat. Dismissal times at North Haven High School and North Haven Middle School will be at 12:00 and Elementary schools will be 1:00 p.m.

MOVED: Alicia Clapp
SECOND: Carole Francheschet
AYE: 9
NAY: 0
ABSTAIN: 0

9. Public Comments

The following public comments were made:

- Dorothy Logan, resident and teacher of North Haven – commented regarding cooling the building down at night so that the buildings are not so hot when teachers/students come in in the morning.
- Tom Marak-Teacher's Union President, thanked Dr. Cronin and the Board of Education regarding the decisions that have been made regarding the budget.
- Mary Quinn-Devine, resident and teacher of North Haven – Thanked Dr. Cronin and the Board of Education regarding the decisions that have been made regarding the budget.
- Lydia Oh, student at North Haven Middle School, shared a petition she started with regards to possible teachers cuts, stating that she had gotten over 60 signatures. She also thanked the Board of Education for the decisions that they made this evening.

10. Executive Session – for matters of personnel

Moved: to go into executive session (8:10 p.m.) for matters of personnel

Approved

MOVED: Wesley O'Brien
SECOND: Matthew Kerzner
AYE: 9
NAY: 0
ABSTAIN: 0

The Board of Education returned to public session at 9:00 p.m.

11. Adjournment

Moved: to adjourn at 9:00 p.m.

Approved

MOVED:	Goldie Adele
SECOND:	Carole Franceschet
AYE:	9
NAY:	0
ABSTAIN:	0

Respectfully submitted,

Anita Anderson

Anita Anderson,
Chairman